



DEPARTMENT OF THE NAVY  
HEADQUARTERS UNITED STATES MARINE CORPS  
2 NAVY ANNEX  
WASHINGTON, DC 20380-1775

MCO P1751.3E  
MHP-20  
20 Dec 1984

MARINE CORPS ORDER P1751.3E W/CH 1, 2

From: Commandant of the Marine Corps  
To: Distribution List

Subj: Basic Allowance for Quarters (BAQ) for Marines with Dependents

Ref: (a) DODPM, parts 3 and 6  
(b) MCO P5800.8A, LEGADMINMAN  
(c) MCO P1080.35D, PRIM  
(d) MARCORMAN, par. 1100.2d  
(e) MCO P7220.31E JFPM  
(f) MCO P5600.31E  
(g) MCO 5600.45B

Encl: (1) LOCATOR SHEET

1. Purpose. To provide guidance and instructions for submitting applications for BAQ for Marines with dependents and related matters per references (a) through (e).

2. Cancellation. MCO 1751.3D.

3. Summary of Revision. This Manual has been reformatted and contains a substantial number of changes and must be completely reviewed. It also changes the occasions and procedures for submission of applications and accompanying documentation requirements.

4. Recommendations. Recommendations concerning BAQ for Marines with dependents should be submitted to the Commandant of the Marine Corps (MHP-20) via the appropriate chain of command.

5. Distribution. This Manual has been assigned Distribution Code A27, and those activities concerned will receive updated printouts of their Individual Activity Table of Allowances for Publications indicating Distribution Code A27. Requests for increase or decrease in allowance quantities should be submitted to the Commandant of the Marine Corps (HQSP) per reference (f). A future change to reference (g) will include Distribution Code A27.

6. Reserve Applicability. This Manual is applicable to the Marine Corps Reserve.

7. Certification. Reviewed and approved this date.

W. R. MALONEY  
Deputy Chief of Staff  
for Manpower

DISTRIBUTION: A27 plus 7000126 (25)

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DEPARTMENT OF THE NAVY  
HEADQUARTERS UNITED STATES MARINE CORPS  
WASHINGTON, DC 20380-0001

PCN 102 025500 00  
MCO P1751.3E Ch 1  
MHP-20  
14 Jun 1985

MARINE CORPS ORDER P1751.3E Ch 1

From: Commandant of the Marine Corps  
To: Distribution List

Subj: Basic Allowance for Quarters (BAQ) for Marines with Dependents

Encl: (1) New page inserts to MCO P1751.3E

1. Purpose. To transmit new page inserts and direct pen changes to the basic Manual.

2. Action

a. Remove present pages v, vi, 1-3, 1-4, and 3-5 through 3-8 of the basic Manual and replace with the corresponding pages contained in the enclosure.

b. On page 2-8, figure 2-4, Identification Block, Name of Marine, delete the middle initial "A" and insert "Allen".

c. On page 2-9, figure 2-5, Information Concerning Present Marriage Block, delete "Not Married"; under DATE insert, "840430"; under PLACE insert, "Jacksonville, N.C."; and under FULL GIVEN NAME OF SPOUSE insert, "VernaEllen Brown".

d. On page 3-3, paragraph 3002, after the second sentence change "(figure 3-1)" to read "(figure 3-1 which may be reproduced locally)".

e. On page 3-3, paragraph 3004, and page 4-3, paragraph 4002, change "MCO P1750.6" to read "MCO P5512.11".

f. On page 3-10, figure 3-2, block 20, after "Notary Public" add at end of that statement, " and attach it to the Marine's dependency application".

3. Summary of Changes. This Change is provided to correct and clarify instructions in the basic Manual and to authorize field commands to reproduce locally the Parent's Dependency Affidavit, DD Form 137-3.

4. Change Notation. Significant changes contained in the revised pages for this Change are denoted by an arrow (>) symbol.

5. Filing Instructions. This Change transmittal will be filed immediately following the signature page of the basic Manual.

6. Certification. Reviewed and approved this date.

W. R. MALONEY  
Deputy Chief of Staff  
for Manpower

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DEPARTMENT OF THE NAVY  
HEADQUARTERS UNITED STATES MARINE CORPS  
WASHINGTON, DC 20380-0001

MCO P1751.3E Ch 2  
MHP-20  
21 Nov 1986

MARINE CORPS ORDER P1751.3E Ch 2

From: Commandant of the Marine Corps  
To: Distribution List

Subj: Basic Allowance for Quarters (BAQ) for Marines with Dependents

Encl: (1) New page inserts to MCO P1751.3E

1. Purpose. To transmit new page inserts to the basic Manual.
2. Action
  - a. Remove present pages v, vi, 1-1 through 1-6, 1-13, 1-14, 2-3, 2-4, 3-1 through 3-6, 3-11, 3-12, chapter 4, pages 5-3, 5-4, and chapter 6 of the basic Manual and replace with the corresponding pages contained in the enclosure.
  - b. Insert new page 3-13.
3. Summary of Changes. This Change is provided to correct and clarify instructions in the basic Manual; modify the instructions for submission and forwarding of dependency applications; authorize commanding officers to make dependency determinations, approve certain BAQ applications; and introduce the Parent's Dependency Affidavit (NAVMC Form 11165) (figure 3-1) and the Loco Parentis Affidavit Form (figure 3-3 which may be locally reproduced).
4. Change Notation. Significant changes contained in the revised pages and chapters for this Change are denoted by an arrow (>) symbol.
5. Filing Instructions. This Change transmittal will be filed immediately following page 3 of the basic Manual.
6. Certification. Reviewed and approved this date.

E. C. CHEATHAM, JR.  
Deputy Chief of Staff  
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LOCATOR SHEET

Subj: Basic Allowance for Quarters (BAQ) for Marines with  
Dependents

Location: \_\_\_\_\_  
(Indicate the location(s) of the copy(ies) of this  
Manual.)

ENCLOSURE (1)

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

RECORD OF CHANGES

Log complete change action as indicated.

Change Number	Date of Change	Date Entered	Signature of Person Incorporating Change
1	14Jun85		INCORPORATED DUR REVIEW
2	21Nov86		INCORPORATED DUR REVIEW





BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

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BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

INTRODUCTION

>0001. AUTHORITY. Under 37 U.S.C. 7, a member of the Armed Forces who is entitled to basic pay is entitled to BAQ when the Government does not provide adequate public quarters for the member and the member's dependents. If a member does not have a dependent as defined in the Department of Defense Military Pay and Allowances Manual (DODPM), the member may be entitled to BAQ at the "without dependents" rate. If a member has one or more dependents, the member may be entitled to BAQ at the "with dependents" rate.

0002. ELIGIBILITY. The DODPM, part 3, chapter 2, contains information relative to eligible dependents and those considered eligible for BAQ purposes. Eligible dependents include parent(s), spouse, legitimate child(ren), stepchild(ren), adopted child(ren), and illegitimate child(ren).

0003. COMMANDING OFFICERS. Commanding officers are defined in this Manual as those officers who are uniquely responsible for the input of information into Joint Uniformed Military Pay System/Manpower Management System (JUMPS/MMS) and the Reserve Manpower Management Pay System (RMMPS) by the assignment of a reporting unit code (RUC).

0004. NONELIGIBLE DEPENDENTS

1. The following are noneligible dependents for BAQ purposes:

- a. Divorced spouse of the member, regardless of whether alimony was awarded.
- b. A child not related to the member by blood or marriage, unless adopted by the member.
- c. A stepchild after divorce of the Marine from the natural parent, unless adopted by the Marine.

NOTE: Should death of the blood parent occur while married to the Marine, then the stepchild would be dependent on the Marine.

- d. A Marine's child who is adopted by a third party.
- e. The parent(s) of a Marine's spouse; i.e., parent(s)-in-law.

NOTE: Though not an eligible dependent for the purpose of BAQ, they may be entitled to a Uniformed Services Identification and Privilege Card per the current edition of MCO P5512.11. (See chapter 3 of this Manual.)

- f. Brothers, sisters, aunts, uncles, grandparents, or any other relative, unless such a relative was "in loco parentis" for a minimum of 5 consecutive years prior to the Marine obtaining 21 years of age.
- g. Stepparent after divorce from the natural parent, unless an "in loco parentis" relationship exists.
- h. A child supported and claimed for BAQ purposes by another U.S. servicemember.
- i. A parent (including stepparent or a parent in loco parentis) who is supported and claimed for BAQ purposes by another U.S. servicemember.
- j. Another active duty member of the Armed Forces. A NAVMC form 10922 is not required when a Marine is married to another active duty member of the Armed Forces and no other dependents are involved.
- k. Children who are 21 years of age and older, unless they have been certified as incapacitated by competent officials.

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

0005. DETERMINING ENTITLEMENT TO BAQ. The DODPM, part 3, designates the authority for determining relationship or dependency for BAQ. The provisions of the DODPM must be strictly followed to prevent the erroneous payment of Government funds and the undue hardship on the Marine resulting from recoupment of overpayments.

0006. WAIVER OF THE REQUIREMENT TO SUPPORT DEPENDENTS  
SUBSEQUENT TO RECEIPT OF BAQ

1. The current edition of MCO P5800.8, LEGADMINMAN, specifies that Marines are obligated to support all of their lawful dependents when that Marine is receiving BAQ. BAQ entitlement is contingent on the Marine providing adequate support to dependents. If a Marine believes the spouse no longer warrants support, the Marine may request a waiver of the requirement of support from the Commandant of the Marine Corps (MHP-20) Washington, D.C. 20380-0001.

>2. This request will contain all credible evidence of alleged unjustified marital desertion or misconduct, the current mailing address of the spouse and a copy of any court document involved. The last sentence on all requests for a waiver of the requirement to support must include the following statement: "I hereby authorize the Commandant of the Marine Corps (MHP-20) to advise my spouse of these charges." A request for a waiver of the requirement to support will be returned without action if there is no authorization for release of the information to the spouse. Until relieved of the responsibility of supporting a spouse by the Commandant of the Marine Corps or by a civil court, a Marine is required to continue providing support.

>3. An administrative waiver of the requirement to support may be granted only after the Marine's allegations are investigated by the Commandant of the Marine Corps (MHP-20). The investigation usually consists of obtaining an affidavit from the spouse in rebuttal to the Marine's allegations. This causes a delay between the submission of the Marine's request and the decision rendered by the Commandant of the Marine Corps (MHP-20).

a. If the spouse's affidavit contests or conflicts with the Marine's allegations, the Commandant of the Marine Corps (MHP-20) will decide that a contested marital relationship exists and the Marine will be expected to support the spouse until relieved of that obligation by a civil court.

b. When the spouse does not respond to the request for an affidavit, the Commandant of the Marine Corps (MHP-20) will grant the request and notify the Marine that support will not be expected until they reconcile and resume marital cohabitation or the Marine is ordered by a civil court to support the spouse.

c. When the civil court has jurisdiction over both parties, the Commandant of the Marine Corps (MHP-20) will not render a decision on the request because the court is in a better position to decide if support is warranted. A Marine is not expected to continue support for the spouse while the court action is pending unless ordered by the court.

>4. In cases where the spouse's whereabouts is unknown, an affidavit from the Marine's commanding officer will suffice to substantiate termination of BAQ. The Marine will not be required to support the spouse and the Marine's BAQ at the "with dependents" rate will be terminated if there are no other dependents. The affidavit must indicate it is a known fact that the spouse cannot be located and include the date BAQ was terminated.

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

CHAPTER 1

BAQ ON BEHALF OF AN ENLISTED  
MEMBER'S SPOUSE AND CHILDREN

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CHAPTER 1

BAQ ON BEHALF OF AN ENLISTED  
MEMBER'S SPOUSE AND CHILDREN

1000. MARRIAGE. The Marine Corps recognizes all marriages, including those of foreign nations, if the marriage is recognized by the state or nation in which it took place.

1001. APPROVAL LEVEL OF ACCEPTABLE FORMS OF MARRIAGE

1. U.S. Ceremonial Marriages. The commanding officer may approve a NAVMC Form 10922 involving a marriage contracted within the United States or its territories by a legal civil or religious ceremony, for those dependents who do not require a dependency determination by the Commandant of the Marine Corps (MHP-20) as specified within this Manual, after the marriage certificate is viewed by the attesting officer. In no case is the commanding officer authorized to disapprove a NAVMC Form 10922.

2. Foreign Marriages. The commanding officer may approve a NAVMC Form 10922 involving a marriage contracted in a foreign country, for the dependents who do not require a dependency determination by the Commandant of the Marine Corps (MHP-20) as specified within this Manual, after the attesting officer views the translated marriage certificate. In all cases requiring a dependency determination an English translation of the marriage certificate will be forwarded with the form.

3. Indian Tribal Marriages. A NAVMC Form 10922 involving an Indian tribal marriage must be forwarded to the Commandant of the Marine Corps (MHP-20) for approval or disapproval.

4. Common-Law Marriages. A NAVMC Form 10922 involving a common-law marriage must be forwarded to the Commandant of the Marine Corps (MHP-20) for approval or disapproval.

1002. DIVORCE

>1. United States Divorces. When a Marine or the spouse has been previously married and the divorce was granted in the United States or its territories, the NAVMC Form 10922 may be approved by the commanding officer for those dependents not requiring a dependency determination by the Commandant of the Marine Corps (MHP-20) as specified within this Manual. Divorce decrees granted in the United States are usually effective to dissolve the marriage on the date the final decree is entered. Because laws of the states pertaining to the effective date of judgements vary, care must be exercised in determining the effective date of a final divorce decree. No subsequent marriage is valid unless the date of the final divorce is prior to the date of the subsequent marriage. Because of recent changes in the divorce laws of the United States Territory of Guam and because of the doubtful validity of their "mail order" divorces, a dependency application involving a Guamanian divorce of either party will be sent to the Commandant of the Marine Corps (MHP-20) for determination.

2. Foreign Nation Divorce. When the Marine or the spouse has been previously married and the divorce granted is from a foreign nation, the NAVMC Form 10922 must be submitted to the Commandant of the Marine Corps (MHP-20) for approval or disapproval with a copy of the English translation of the divorce decree attached.

NOTE: The Commandant of the Marine Corps (JA) has frequently determined that foreign divorces are of doubtful validity when a Marine applies for BAQ as a result of a foreign divorce and a subsequent remarriage unless one or both parties to the divorce were domiciled in the foreign country at the time of the divorce. Commanding officers should request legal assistance for the applicant before any BAQ application involving a foreign divorce is forwarded for determination.

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1003. CHILDREN

1. Children Born of a Marriage. The Commandant of the Marine Corps (MHP-20) must be notified immediately upon any changes in status of a Marine's dependents. This notification will be made on NAVMC Form 10922 which will list all the Marine's dependents. Upon the birth of a child the commanding officer will immediately have the Marine execute a NAVMC Form 10922 and approve the child as a dependent after viewing the records; i.e., birth certificate or the certificate issued by the hospital prior to receipt of the birth certificate. If a certificate is not immediately available a statement issued by the hospital showing the Marine and spouse as the natural parents is considered sufficient documentation.
2. Illegitimate Children. See chapter 2 of this Manual.
- >3. Stepchildren. A dependency application for stepchildren may be approved by commanding officers effective from the date of marriage or the date the stepchildren become dependent upon the stepparent as described below, whichever is later.
  - a. When the member is not the blood parent, stepchildren must be dependent upon the Marine for at least 30 percent of their support before the Marine will be eligible to receive BAQ in the children's behalf, provided the natural parent member is not claiming the child for BAQ. If the child resides in the stepparent's household, the Marine is eligible for travel and transportation allowances for the stepchild if the Marine provides 30 percent of the stepchild's support. (Monies received on behalf of the stepchild from savings accounts and trust funds are considered income received for the stepchild.)
  - b. Commanding officers may approve a NAVMC Form 10922 for stepchildren after viewing a notarized Child's Dependency Affidavit Form (figure 1-1 which may be locally reproduced) completed by the child's custodian; a certified copy of the child's birth certificate; the document that dissolved each prior marriage by the Marine and the spouse; and a notarized statement made by the spouse attesting to the spouse's prior marital status to include the number of times previously married and the date of dissolution of each prior marriage.
  - c. The commanding officer must determine if the servicemember is providing at least 30 percent of the child(ren)'s support to be eligible for BAQ.
- >4. Adopted Children. A dependency application for adopted children may be approved by commanding officers effective from the date of adoption or the date the adopted children become dependent upon the adopted parent as described below, whichever is later.
  - a. Adopted children must be dependent upon the Marine for at least 30 percent of their support. (Monies received in behalf of the adopted child from savings accounts and trust funds are considered income received for the adopted child.) Commanding officers may approve a NAVMC Form 10922 for adopted children after viewing a notarized Child's Dependency Affidavit Form (figure 1-1) completed by the child's custodian, a certified copy of the adoption decree, and a certified copy of the child's birth certificate.
  - b. The commanding officer must determine if the servicemember is providing at least 30 percent of the child(ren)'s support to be eligible for BAQ.
5. Children Born to Spouse Out of Wedlock. When the Marine is not blood parent of a child born out of wedlock, the child is considered a stepchild. Submission of a dependency application for such children would therefore follow the procedures for stepchildren, not those for illegitimate children.
- >6. Illegitimate Children Legitimated by Marriage of Their Parents
  - a. A dependency application for children legitimated by marriage of their parents may be approved by commanding officers from the date of marriage only.
  - b. Commanding officers will view the child's birth certificate; the marriage certificate; the documents dissolving each prior marriage of the Marine and spouse; if both names of the parents are not on the birth certificate, a notarized statement made by the Marine and the spouse attesting to the



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names of the child's natural parents; and a notarized statement made by the spouse attesting to the spouse's prior marital status to include the number of times previously married and the date of dissolution of each prior marriage.

>7. Incapacitated Children Who Are 21 Years of Age and Older. A dependency application for incapacitated children must be forwarded to the Commandant of the Marine Corps (MHP-20) for approval or disapproval. Incapacitated children must be dependent upon the Marine for at least 50 percent of their support before the Marine will be eligible to receive BAQ. When submitting the NAVMC Form 10922 the following documents must be attached: A doctor's statement describing the incapacitation, the date the illness or injury commenced, the extent and probable duration and a notarized Child's Dependency Affidavit (figure 1-1) completed by the custodian.

1004. SUBMISSION AND FORWARDING OF THE DEPENDENCY APPLICATION (NAVMC FORM 10922)

>1. Submission and Forwarding. On each occasion a dependent is acquired or lost, notification will be made to the Commandant of the Marine Corps. For applications requiring the Commandant of the Marine Corps approval, forward the completed application to the Commandant of the Marine Corps (MHP-20) for a determination, retaining a copy in the Marines service record book (SRB) pending return of the approved or disapproved application. After a determination has been made, the Commandant of the Marine Corps (MHP-20) will forward the original of the completed application to the Marine's current command and file a copy in the Marine's official record. In those cases where the commanding officer has the authority to approve a BAQ application, forward a copy of the completed application directly to the Commandant of the Marine Corps (MMRB-20) for insertion in the Marine's official record, except for those applications requiring Commandant of the Marine Corps action. The original of the latest approved or disapproved BAQ applications shall remain in the Marine's SRB. Requests for copies of previously submitted dependency applications will be made to the Commandant of the Marine Corps (MMRB-10).

a. Dependency applications involving annulments of a void marriage of either the Marine or the spouse will be forwarded to the Commandant of the Marine Corps (MHP-20) for determination.

b. A change in dependency because of an annulled marriage will be submitted to the Commandant of the Marine Corps (MHP-20) for determination on the validity of the marriage and for validation of payments of allowances received.

2. Missing Documentation. BAQ applications are not to be submitted without the supporting documentation required by this Manual. Any dependency application submitted with improper or incomplete documentation will be returned to the originating command disapproved. In extraordinary cases where the documentation cannot be obtained, the Commandant of the Marine Corps (MHP-20) will be contacted for instructions.

>1005. COMMANDANT OF THE MARINE CORPS DIARY ACTION. All JUMPS/MMS and REMMPS action will be accomplished by the Commandant of the Marine Corps (MHP-20) on all applications submitted for approval. The copy of the command approved dependency applications for adopted children and stepchildren will be forwarded to Commandant of the Marine Corps (MHP-20) for diary action and insertion in the Marine's official record.

1006. CHECKLIST FOR SUBMITTING DEPENDENCY APPLICATIONS (NAVMC FORM 10922). Figure 1-2 is a checklist for the types of dependency applications covered in this chapter. It will be used by those responsible for the preparation and review of applications prior to forwarding them to the Commandant of the Marine Corps (MHP-20). Those responsible for the delivery of recruits to the Marine Corps recruit depots should also use the checklist to ensure recruits with dependents have all required documentation with them when reporting to recruit training.

1007. SAMPLE FORMATS FOR SUBMITTING BAQ APPLICATIONS (NAVMC FORM 10922). Figures 1-3 through 1-11 are examples to be used as additional guides in the preparation of BAQ applications.

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CHILD’S DEPENDENCY AFFIDAVIT FORM

INSTRUCTIONS - Answer each question. If a question does not apply, write "NONE" in the space for the answer. Do not include your income or expenses on this form; only those of the child(ren).

1. Child’s Name & Birthdate

Child’s Name & Birthdate

Child’s Name & Birthdate

Child’s Name & Birthdate

NOTE: If the child(ren) is/are illegitimate, the questions pertain to funds provided by the claimant Marine parent. If the child(ren) is/are adopted or is a stepchild, then the questions pertain to funds provided by the natural parent other than the claimant and spouses.

2. Has the natural parent ever been a servicemember? \_\_\_\_\_. If yes, give name, social security number, branch of service and inclusive dates of active service. \_\_\_\_\_
3. Is/are child(ren) residing in Marine’s household? \_\_\_\_\_. If yes, list the date residence began \_\_\_\_\_. If not in Marine’s household, explain on reverse.

4. INCOME OF ABOVE CHILD(REN) ONLY

ITEM	MONTHLY	YEARLY
Wages or salary of child(ren)		
Income from property, stocks, bonds, investments, savings or trust funds.		
Support payments from natural parent (SEE NOTE)		
Social security, VA, private pensions or insurance annuities		

EXPENSES FOR ABOVE CHILD(REN) ONLY

ITEM	MONTHLY	YEARLY
Rent (PRO RATA)		
Food (PRO DATA)		
Utilities (PRO RATA)		
Clothing		
School Expenses		
Medical		
Dental		
Miscellaneous (specify)		

5. (MARINE’S LAST NAME) (FIRST) (MIDDLE) (SSN) (GRADE)
6. I hereby swear or affirm that all of the foregoing statements are true.  
  
(SIGNATURE OF PHYSICAL CUSTODIAN) (RELATIONSHIP TO CHILD)
7. Subscribed and duly sworn to (or affirmed) before me according to law by the above named affiant this \_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_ at City (or town) of \_\_\_\_\_ County of \_\_\_\_\_ and State of \_\_\_\_\_.  
  
My commission expires: \_\_\_\_\_. (SIGNATURE OF NOTARY)

Figure 1-1. Child’s Dependency Affidavit Form.

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
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_____	Are all appropriate blocks on the NAVMC Form 10922 completed as shown? See figures 1-3, through 1-11.
_____	Is a certified copy of the marriage certificate (the marriage license is not acceptable) attached to the application?
_____	Are certified copies of all divorce decrees, death certificates, annulments etc., application for both the Marine and spouse, attached?
_____	If there is a child involved who was born out of wedlock, and the Marine is not the natural parent, is a notarized statement attached? Such statement must be made and signed by the spouse, attesting to how many times previously married, and the date and manner of dissolution of each prior marriage; if not previously married, the spouse's notarized statement must so state.
_____	Is a certified copy of each child's birth certificate attached?
_____	Have all applicable documents been listed in the certification section of the application? Have they been viewed and attached?
_____	Is the effective date of each final decree of divorce prior to the date of marriage? If not, attach the determination from a civil court that the current marriage is valid.
_____	On divorces from a foreign nation where the parties to the divorce were not citizens of that foreign nation, is a copy of the determination from a civil court attached that shows the divorce is valid or that the Marine's marriage is valid?
_____	For all documents in a foreign language, is an English translation attached?
_____	On an application submitted that shows a dependent as previously claimed, does the certification section indicate that the pertinent documents have been previously viewed?
_____	Is the child's dependency affidavit attached? Has it been completed by the child's custodian for all adopted or stepchildren? Is the affidavit notarized or signed by a commissioned officer or other official authorized to administer oaths, and have all blocks been completed?
_____	Is a certified copy of the adoption decree for all adopted children attached?
_____	Is the application signed by the Marine, the attesting officer, and the commanding officer?

Figure 1-2.--Checklist for Submitting BAQ Applications for Spouse and Children.

TABLE ALLIANCE FOR CRIMINAL CASES  
FOR RARITIES WTT: 17-00000000

PERSONAL INFORMATION		CONTACT INFORMATION		FAMILY INFORMATION	
NAME	DATE OF BIRTH	ADDRESS	PHONE	RELATIONSHIP	STATUS
1. NAME					
2. DATE OF BIRTH					
3. ADDRESS					
4. PHONE					
5. RELATIONSHIP					
6. STATUS					
7. NAME					
8. DATE OF BIRTH					
9. ADDRESS					
10. PHONE					
11. RELATIONSHIP					
12. STATUS					
13. NAME					
14. DATE OF BIRTH					
15. ADDRESS					
16. PHONE					
17. RELATIONSHIP					
18. STATUS					
19. NAME					
20. DATE OF BIRTH					
21. ADDRESS					
22. PHONE					
23. RELATIONSHIP					
24. STATUS					
25. NAME					
26. DATE OF BIRTH					
27. ADDRESS					
28. PHONE					
29. RELATIONSHIP					
30. STATUS					
31. NAME					
32. DATE OF BIRTH					
33. ADDRESS					
34. PHONE					
35. RELATIONSHIP					
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144. STATUS					
145. NAME					
146. DATE OF BIRTH					
147. ADDRESS					
148. PHONE					
149. RELATIONSHIP					
150. STATUS					

Children or Previous Marriages involved.

WAS-2 ALLOWANCE FOR CHILDREN (WAS)  
FOR VARIOUS WASH DEPENDENTS

DEPENDENT'S NAME (LAST, FIRST, MIDDLE)		DATE OF BIRTH		DATE OF DEATH		DATE OF ENTRY		DATE OF EXIT		DATE OF REENTRY		DATE OF REEXIT		DATE OF REENTRY		DATE OF REEXIT	
1. NAME		2. DATE OF BIRTH		3. DATE OF DEATH		4. DATE OF ENTRY		5. DATE OF EXIT		6. DATE OF REENTRY		7. DATE OF REEXIT		8. DATE OF REENTRY		9. DATE OF REEXIT	
10. NAME		11. DATE OF BIRTH		12. DATE OF DEATH		13. DATE OF ENTRY		14. DATE OF EXIT		15. DATE OF REENTRY		16. DATE OF REEXIT		17. DATE OF REENTRY		18. DATE OF REEXIT	
19. NAME		20. DATE OF BIRTH		21. DATE OF DEATH		22. DATE OF ENTRY		23. DATE OF EXIT		24. DATE OF REENTRY		25. DATE OF REEXIT		26. DATE OF REENTRY		27. DATE OF REEXIT	
28. NAME		29. DATE OF BIRTH		30. DATE OF DEATH		31. DATE OF ENTRY		32. DATE OF EXIT		33. DATE OF REENTRY		34. DATE OF REEXIT		35. DATE OF REENTRY		36. DATE OF REEXIT	
37. NAME		38. DATE OF BIRTH		39. DATE OF DEATH		40. DATE OF ENTRY		41. DATE OF EXIT		42. DATE OF REENTRY		43. DATE OF REEXIT		44. DATE OF REENTRY		45. DATE OF REEXIT	
46. NAME		47. DATE OF BIRTH		48. DATE OF DEATH		49. DATE OF ENTRY		50. DATE OF EXIT		51. DATE OF REENTRY		52. DATE OF REEXIT		53. DATE OF REENTRY		54. DATE OF REEXIT	
55. NAME		56. DATE OF BIRTH		57. DATE OF DEATH		58. DATE OF ENTRY		59. DATE OF EXIT		60. DATE OF REENTRY		61. DATE OF REEXIT		62. DATE OF REENTRY		63. DATE OF REEXIT	
64. NAME		65. DATE OF BIRTH		66. DATE OF DEATH		67. DATE OF ENTRY		68. DATE OF EXIT		69. DATE OF REENTRY		70. DATE OF REEXIT		71. DATE OF REENTRY		72. DATE OF REEXIT	
73. NAME		74. DATE OF BIRTH		75. DATE OF DEATH		76. DATE OF ENTRY		77. DATE OF EXIT		78. DATE OF REENTRY		79. DATE OF REEXIT		80. DATE OF REENTRY		81. DATE OF REEXIT	
82. NAME		83. DATE OF BIRTH		84. DATE OF DEATH		85. DATE OF ENTRY		86. DATE OF EXIT		87. DATE OF REENTRY		88. DATE OF REEXIT		89. DATE OF REENTRY		90. DATE OF REEXIT	
91. NAME		92. DATE OF BIRTH		93. DATE OF DEATH		94. DATE OF ENTRY		95. DATE OF EXIT		96. DATE OF REENTRY		97. DATE OF REEXIT		98. DATE OF REENTRY		99. DATE OF REEXIT	
100. NAME		101. DATE OF BIRTH		102. DATE OF DEATH		103. DATE OF ENTRY		104. DATE OF EXIT		105. DATE OF REENTRY		106. DATE OF REEXIT		107. DATE OF REENTRY		108. DATE OF REEXIT	

Previous Marriages are Involved with No Children.

[illegible]

1-10

SAFETY PRECAUTIONS FOR CIRCUITS USING  
FOR HANDING WITH PRECAUTIONS

[illegible]

NAME: <b>JOHN DOE</b> ADDRESS: <b>123 Main St, New York, NY 10001</b> CITY: <b>NEW YORK</b> STATE: <b>NY</b> ZIP: <b>10001</b>		DATE: <b>01/01/2000</b> TIME: <b>10:00 AM</b>	
PHONE: <b>212-555-1234</b> FAX: <b>212-555-5678</b>		EMAIL: <b>john.doe@ny.gov</b>	
SUBJECT: <b>Annual Report - Department of Health</b>			
REPORT TYPE: <b>Annual</b>			
PERIOD: <b>01/01/2000 - 12/31/2000</b>			
PREPARED BY: <b>John Doe</b>			
REVIEWED BY: <b>John Doe</b>			
APPROVED BY: <b>John Doe</b>			
COMMENTS: <b>See attached spreadsheets for detailed data.</b>			
DISTRIBUTION: <b>Internal</b>			
FILE NAME: <b>Annual_Report_2000.doc</b>			
FILE SIZE: <b>1024 KB</b>			
FILE TYPE: <b>Microsoft Word Document</b>			
FILE LOCATION: <b>C:\Program Files\Microsoft Office\Office\Annual_Report_2000.doc</b>			
FILE STATUS: <b>Open</b>			
FILE HISTORY: <b>Created: 01/01/2000, Modified: 01/01/2000</b>			
FILE PERMISSIONS: <b>Full Control</b>			
FILE SECURITY: <b>Secure</b>			
FILE BACKUP: <b>Yes</b>			
FILE RECOVERY: <b>Yes</b>			
FILE ARCHIVE: <b>Yes</b>			
FILE INDEXING: <b>Yes</b>			
FILE SEARCHING: <b>Yes</b>			
FILE FILTERING: <b>Yes</b>			
FILE CACHING: <b>Yes</b>			
FILE COMPRESSION: <b>Yes</b>			
FILE DECOMPRESSION: <b>Yes</b>			
FILE ENCRYPTION: <b>Yes</b>			
FILE DECRYPTION: <b>Yes</b>			
FILE SIGNATURE: <b>Yes</b>			
FILE VERIFICATION: <b>Yes</b>			
FILE VALIDATION: <b>Yes</b>			
FILE INTEGRITY: <b>Yes</b>			
FILE AUTHORITY: <b>Yes</b>			
FILE CREDENTIALS: <b>Yes</b>			
FILE CERTIFICATES: <b>Yes</b>			
FILE KEYS: <b>Yes</b>			
FILE ALGORITHMS: <b>Yes</b>			
FILE PROTOCOLS: <b>Yes</b>			
FILE STANDARDS: <b>Yes</b>			
FILE BEST PRACTICES: <b>Yes</b>			
FILE COMPLIANCE: <b>Yes</b>			
FILE GOVERNANCE: <b>Yes</b>			
FILE POLICIES: <b>Yes</b>			
FILE PROCEDURES: <b>Yes</b>			
FILE PRACTICES: <b>Yes</b>			
FILE STANDARDS: <b>Yes</b>			
FILE BEST PRACTICES: <b>Yes</b>			
FILE COMPLIANCE: <b>Yes</b>			
FILE GOVERNANCE: <b>Yes</b>			
FILE POLICIES: <b>Yes</b>			
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FILE COMPLIANCE: <b>Yes</b>			
FILE GOVERNANCE: <b>Yes</b>			
FILE POLICIES: <b>Yes</b>			
FILE PROCEDURES: <b>Yes</b>			
FILE PRACTICES: <b>Yes</b>			
FILE STANDARDS: <b>Yes</b>			
FILE BEST PRACT			

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[illegible]

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[illegible]

FORM NO. 10-64 (Rev. 1-25-64)  
 U.S. DEPARTMENT OF JUSTICE  
 FEDERAL BUREAU OF INVESTIGATION  
 WASHINGTON, D.C. 20535  
 FILE NO. 100-443614-111  
 DATE OF BIRTH 04-25-1925  
 NAME (Last, first, middle initial)  
 JAMES EARL RAY  
 ALIAS (Last, first, middle initial)  
 JAMES EARL RAY  
 SEX Male  
 RACE White  
 HEIGHT 5' 11"  
 WEIGHT 175  
 EYES Blue  
 HAIR Brown  
 SCARS, TATTOOS, OR OTHER MARKS  
 TATTOO ON RIGHT FOREARM  
 OCCUPATION  
 PRESENT ADDRESS  
 PREVIOUS ADDRESSES  
 EDUCATION  
 EMPLOYMENT HISTORY  
 MILITARY SERVICE  
 CRIMINAL RECORD  
 REFERENCES  
 SIGNATURE OF SUBJECT  
 SIGNATURE OF AGENT  
 SPECIAL AGENT IN CHARGE  
 DATE  
 OFFICE

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

CHAPTER 2

BAQ ON BEHALF OF ILLEGITIMATE CHILDREN

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BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

CHAPTER 2

BAQ ON BEHALF OF ILLEGITIMATE CHILDREN

2000. GENERAL INFORMATION. Only the Commandant of the Marine Corps (MHP-20) can approve or disapprove a dependency application, NAVMC Form 10922, involving illegitimate children; however, it is the responsibility of the commanding officer to ensure that only complete applications are submitted for determination.

2001. ILLEGITIMATE CHILDREN OF MARINES

1. An illegitimate child of a Marine may be claimed only from either the date of birth of the child; the date the Marine entered into active duty; or 1 July 1973, whichever is later.

2. If the child's mother was married at the time of conception or birth, the child is deemed to be born of that marriage. To claim the child for BAQ, a copy of a civil court ruling must be attached to the application stating the Marine is the father of the child or that the husband of the child's mother is the father. A divorce decree that indicates the child was not a result of that marriage is also acceptable.

2002. ILLEGITIMATE CHILDREN OF THE MARINE'S SPOUSE. When the Marine is not the blood parent of such children, they may be claimed from either the date of the marriage to the Marine; the date the Marine entered active duty; or 1 July 1973, whichever is later. These children are considered to be stepchildren and should be processed as indicated in paragraph 1003.3.

2003. AMOUNTS OF SUPPORT TO BE PROVIDED. Prior to submitting any dependency application for illegitimate children, the Marine must already be providing support for that child. The amounts required are:

1. For an unmarried Marine who is living in bachelor enlisted quarters or barracks, the amount must be equal to, or greater than the amount of the Marine's entitlement to BAQ at the "with dependents" rate.

2. For a Marine who is authorized to reside off-base, or a Marine already receiving BAQ in behalf of another dependent but required to live in bachelor enlisted quarters or barracks, the amount of support must be the difference between the applicable BAQ entitlement at the "with dependents" rate and the "without dependents" rate, or over one-half of child's expenses, whichever is greater, but not to exceed the "with dependents" rate.

EXAMPLE: In January 1984, Sergeant John Bee was authorized to reside off-base by his commanding officer. In February 1984, the sergeant then applied for BAQ for an illegitimate child whose monthly expenses listed on the child's dependency affidavit totaled \$195.00. Upon processing his dependency application, the Marine registered an allotment for \$100.00 for support of his illegitimate son. The Marine's commanding officer verified that BAQ at the "with dependents" rate for a sergeant at that time was \$289.80 and that a sergeant's BAQ at the "without dependents rate" was \$194.10 for a difference of \$95.70. The sergeant in this case was providing sufficient support to qualify for BAQ for his illegitimate son. If the child's expenses in the above example had exceeded \$579.60 (twice the BAQ rate), the Marine would only be required to provide the BAQ amount of \$289.80 for support unless the Marine is ordered by a civil court to provide more.

2004. ANNUAL RECERTIFICATION

1. Each Marine who receives BAQ for an illegitimate child is required to recertify their entitlement annually. To determine the Marine's entitlement to BAQ received for an illegitimate child since current authorization, the following information must be forwarded to the Commandant of the Marine Corps (MHP-20)

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

via the chain of command on the anniversary date of last approval:

a. A notarized child's dependency affidavit completed by the child's custodian which shows income received from the Marine current authorization of BAQ.

b. Command certification of the periods the Marine has been assigned single Government quarters and/or authorized to reside off-base since current authorization of BAQ.

c. A certified copy of the Marine's last dependency application (NAVMC Form 10922).

> d. A sworn statement made by the Marine listing the monthly support given for (name(s) of child(ren)) since the current authorization of BAQ and the name and address of the person or agency receiving the payments.

>2. The Commandant of the Marine Corps (MHP-20) will notify the Marine's command of the annual recertification by letter. The Marine must respond within 60 days of the date of this letter. Failure to respond will result in a determination that the Marine's illegitimate child is no longer an eligible dependent. BAQ will be terminated retroactive to the date of the last authorization, and any overpayment made to the Marine will be recouped.

2005. ILLEGITIMATE CHILDREN AND STATE LAWS. The laws concerning illegitimate children differ significantly from state to state. Therefore, prior to submission, all Marines submitting a dependency application should contact their legal assistance office and inquire about the state laws governing illegitimate children.

2006. SUBMISSION AND FORWARDING

1. NAVMC Form 10922 in behalf of an illegitimate child will be submitted for approval to the Commandant of the Mine Corps (MHP-20) with the following supporting documentation attached:

a. Certified copy of the child's birth certificate.

b. A notarized child's dependency affidavit completed by the child's custodian.

c. Copies of the proof of support in behalf of the child (i.e., money orders, canceled checks, registered allotments, etc.). The best proof of support is the registration of an allotment.

d. A statement under oath signed by the Marine father attesting to the fact that he is the natural parent (male Marines only).

e. A statement under oath signed by the Marine indicating the amount and method of support the Marine has provided each month since the date claimed and the name and address of the person to whom the support is paid.

f. Certified copies of all legal and court documents involved with parentage or support of the child.

2. Processing and filing of the application will be handled as previously described in paragraph 1004 of this Manual.

2007. CHECKLIST FOR SUBMITTING DEPENDENCY APPLICATIONS, NAVMC FORM 10922. Figure 2-1 is a checklist for the type of dependency applications covered in this chapter. Those responsible for the delivery of recruits to the Marine Corps recruit depots should also use the checklist to ensure recruits with dependents have all the required documentation with them when reporting to recruit training.

2008. SAMPLE FORMATS FOR SUBMITTING BAQ APPLICATIONS. Figures 2-2 through 2-7 are examples of applications to be used as additional guides in the preparation of BAQ applications.



BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

_____	Has the Marine been counseled regarding support obligations and does the Marine understand the amount of support that must be provided for entitlement to BAQ?	
_____	Have all of the pertinent blocks been complete and are all of the Marine's dependents included?	
_____	Is the child(ren) being claimed for BAQ by another member of the Armed Forces? If so, give name, service number, and branch of service.	
_____	Has the child been adopted by a third party? If yes, then the child cannot be considered for dependency.	
_____	Is a certified copy of each child's birth certificate attached?	
_____	Is the notarized child's dependency affidavit (figure 1-1) completed by child's custodian attached?	
_____	Is copy(ies) of the proof of support attached? Although this can be copies of money orders, canceled checks, etc., the best proof of support is an allotment registered to the custodian for support of the child or to the child's support collection agency. A certified copy of the Marine's allotment form if an allotment is registered should be attached.	
_____	Is a statement under oath attached and signed by the Marine father attesting to the fact that he is the natural parent?	
_____	Is a statement under oath made by the Marine as to the amount and method of support the Marine has provided each month since the date claimed and the name and address of person to whom the support is paid attached?	
_____	Is a certified copy of all legal and court documents involved with parentage or support of the child attached?	
_____	Has the command certified whether the Marine is or has been credited with BAQ at the "with" or "without" dependent rate commencing with the date from which BAQ is claimed?	
_____	Was the child's mother married at the time of conception or birth? If so, the child is deemed to be born of that marriage. If the Marine desires to claim the child for BAQ, a copy of a civil court ruling must be attached to the application stating the Marine is the father of the child or that the husband of the child's mother is not the father or a divorce decree that indicates the child was not a result of that marriage.	
_____	Has the attesting officer attached and viewed all the required documents?	
_____	Has the application been signed the Marine, the attesting officer, and the commanding officer?	

Figure 2-1.--Checklist for Submitting BAQ Applications for Illegitimate Children.

DATA ACQUISITION FOR MARINES (762)  
FOR MARINE WITH DEPENDENTS

DEPENDENT INFORMATION		MILITARY INFORMATION		RESIDENCE INFORMATION	
NAME	DATE OF BIRTH	GRADE	COMPONENT	STREET ADDRESS	CITY
1. NAME	1. DATE OF BIRTH	1. GRADE	1. COMPONENT	1. STREET ADDRESS	1. CITY
2. NAME	2. DATE OF BIRTH	2. GRADE	2. COMPONENT	2. STREET ADDRESS	2. CITY
3. NAME	3. DATE OF BIRTH	3. GRADE	3. COMPONENT	3. STREET ADDRESS	3. CITY
4. NAME	4. DATE OF BIRTH	4. GRADE	4. COMPONENT	4. STREET ADDRESS	4. CITY
5. NAME	5. DATE OF BIRTH	5. GRADE	5. COMPONENT	5. STREET ADDRESS	5. CITY
6. NAME	6. DATE OF BIRTH	6. GRADE	6. COMPONENT	6. STREET ADDRESS	6. CITY
7. NAME	7. DATE OF BIRTH	7. GRADE	7. COMPONENT	7. STREET ADDRESS	7. CITY
8. NAME	8. DATE OF BIRTH	8. GRADE	8. COMPONENT	8. STREET ADDRESS	8. CITY
9. NAME	9. DATE OF BIRTH	9. GRADE	9. COMPONENT	9. STREET ADDRESS	9. CITY
10. NAME	10. DATE OF BIRTH	10. GRADE	10. COMPONENT	10. STREET ADDRESS	10. CITY
11. NAME	11. DATE OF BIRTH	11. GRADE	11. COMPONENT	11. STREET ADDRESS	11. CITY
12. NAME	12. DATE OF BIRTH	12. GRADE	12. COMPONENT	12. STREET ADDRESS	12. CITY
13. NAME	13. DATE OF BIRTH	13. GRADE	13. COMPONENT	13. STREET ADDRESS	13. CITY
14. NAME	14. DATE OF BIRTH	14. GRADE	14. COMPONENT	14. STREET ADDRESS	14. CITY
15. NAME	15. DATE OF BIRTH	15. GRADE	15. COMPONENT	15. STREET ADDRESS	15. CITY
16. NAME	16. DATE OF BIRTH	16. GRADE	16. COMPONENT	16. STREET ADDRESS	16. CITY
17. NAME	17. DATE OF BIRTH	17. GRADE	17. COMPONENT	17. STREET ADDRESS	17. CITY
18. NAME	18. DATE OF BIRTH	18. GRADE	18. COMPONENT	18. STREET ADDRESS	18. CITY
19. NAME	19. DATE OF BIRTH	19. GRADE	19. COMPONENT	19. STREET ADDRESS	19. CITY
20. NAME	20. DATE OF BIRTH	20. GRADE	20. COMPONENT	20. STREET ADDRESS	20. CITY
21. NAME	21. DATE OF BIRTH	21. GRADE	21. COMPONENT	21. STREET ADDRESS	21. CITY
22. NAME	22. DATE OF BIRTH	22. GRADE	22. COMPONENT	22. STREET ADDRESS	22. CITY
23. NAME	23. DATE OF BIRTH	23. GRADE	23. COMPONENT	23. STREET ADDRESS	23. CITY
24. NAME	24. DATE OF BIRTH	24. GRADE	24. COMPONENT	24. STREET ADDRESS	24. CITY
25. NAME	25. DATE OF BIRTH	25. GRADE	25. COMPONENT	25. STREET ADDRESS	25. CITY
26. NAME	26. DATE OF BIRTH	26. GRADE	26. COMPONENT	26. STREET ADDRESS	26. CITY
27. NAME	27. DATE OF BIRTH	27. GRADE	27. COMPONENT	27. STREET ADDRESS	27. CITY
28. NAME	28. DATE OF BIRTH	28. GRADE	28. COMPONENT	28. STREET ADDRESS	28. CITY
29. NAME	29. DATE OF BIRTH	29. GRADE	29. COMPONENT	29. STREET ADDRESS	29. CITY
30. NAME	30. DATE OF BIRTH	30. GRADE	30. COMPONENT	30. STREET ADDRESS	30. CITY
31. NAME	31. DATE OF BIRTH	31. GRADE	31. COMPONENT	31. STREET ADDRESS	31. CITY
32. NAME	32. DATE OF BIRTH	32. GRADE	32. COMPONENT	32. STREET ADDRESS	32. CITY
33. NAME	33. DATE OF BIRTH	33. GRADE	33. COMPONENT	33. STREET ADDRESS	33. CITY
34. NAME	34. DATE OF BIRTH	34. GRADE	34. COMPONENT	34. STREET ADDRESS	34. CITY
35. NAME	35. DATE OF BIRTH	35. GRADE	35. COMPONENT	35. STREET ADDRESS	35. CITY
36. NAME	36. DATE OF BIRTH	36. GRADE	36. COMPONENT	36. STREET ADDRESS	36. CITY
37. NAME	37. DATE OF BIRTH	37. GRADE	37. COMPONENT	37. STREET ADDRESS	37. CITY
38. NAME	38. DATE OF BIRTH	38. GRADE	38. COMPONENT	38. STREET ADDRESS	38. CITY
39. NAME	39. DATE OF BIRTH	39. GRADE	39. COMPONENT	39. STREET ADDRESS	39. CITY
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42. NAME	42. DATE OF BIRTH	42. GRADE	42. COMPONENT	42. STREET ADDRESS	42. CITY
43. NAME	43. DATE OF BIRTH	43. GRADE	43. COMPONENT	43. STREET ADDRESS	43. CITY
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45. NAME	45. DATE OF BIRTH	45. GRADE	45. COMPONENT	45. STREET ADDRESS	45. CITY
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48. NAME	48. DATE OF BIRTH	48. GRADE	48. COMPONENT	48. STREET ADDRESS	48. CITY
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51. NAME	51. DATE OF BIRTH	51. GRADE	51. COMPONENT	51. STREET ADDRESS	51. CITY
52. NAME	52. DATE OF BIRTH	52. GRADE	52. COMPONENT	52. STREET ADDRESS	52. CITY
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59. NAME	59. DATE OF BIRTH	59. GRADE	59. COMPONENT	59. STREET ADDRESS	59. CITY
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63. NAME	63. DATE OF BIRTH	63. GRADE	63. COMPONENT	63. STREET ADDRESS	63. CITY
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70. NAME	70. DATE OF BIRTH	70. GRADE	70. COMPONENT	70. STREET ADDRESS	70. CITY
71. NAME	71. DATE OF BIRTH	71. GRADE	71. COMPONENT	71. STREET ADDRESS	71. CITY
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73. NAME	73. DATE OF BIRTH	73. GRADE	73. COMPONENT	73. STREET ADDRESS	73. CITY
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75. NAME	75. DATE OF BIRTH	75. GRADE	75. COMPONENT	75. STREET ADDRESS	75. CITY
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81. NAME	81. DATE OF BIRTH	81. GRADE	81. COMPONENT	81. STREET ADDRESS	81. CITY
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83. NAME	83. DATE OF BIRTH	83. GRADE	83. COMPONENT	83. STREET ADDRESS	83. CITY
84. NAME	84. DATE OF BIRTH	84. GRADE	84. COMPONENT	84. STREET ADDRESS	84. CITY
85. NAME	85. DATE OF BIRTH	85. GRADE	85. COMPONENT	85. STREET ADDRESS	85. CITY
86. NAME	86. DATE OF BIRTH	86. GRADE	86. COMPONENT	86. STREET ADDRESS	86. CITY
87. NAME	87. DATE OF BIRTH	87. GRADE	87. COMPONENT	87. STREET ADDRESS	87. CITY
88. NAME	88. DATE OF BIRTH	88. GRADE	88. COMPONENT	88. STREET ADDRESS	88. CITY
89. NAME	89. DATE OF BIRTH	89. GRADE	89. COMPONENT	89. STREET ADDRESS	89. CITY
90. NAME	90. DATE OF BIRTH	90. GRADE	90. COMPONENT	90. STREET ADDRESS	90. CITY
91. NAME	91. DATE OF BIRTH	91. GRADE	91. COMPONENT	91. STREET ADDRESS	91. CITY
92. NAME	92. DATE OF BIRTH	92. GRADE	92. COMPONENT	92. STREET ADDRESS	92. CITY
93. NAME	93. DATE OF BIRTH	93. GRADE	93. COMPONENT	93. STREET ADDRESS	93. CITY
94. NAME	94. DATE OF BIRTH	94. GRADE	94. COMPONENT	94. STREET ADDRESS	94. CITY
95. NAME	95. DATE OF BIRTH	95. GRADE	95. COMPONENT	95. STREET ADDRESS	95. CITY
96. NAME	96. DATE OF BIRTH	96. GRADE	96. COMPONENT	96. STREET ADDRESS	96. CITY
97. NAME	97. DATE OF BIRTH	97. GRADE	97. COMPONENT	97. STREET ADDRESS	97. CITY
98. NAME	98. DATE OF BIRTH	98. GRADE	98. COMPONENT	98. STREET ADDRESS	98. CITY
99. NAME	99. DATE OF BIRTH	99. GRADE	99. COMPONENT	99. STREET ADDRESS	99. CITY
100. NAME	100. DATE OF BIRTH	100. GRADE	100. COMPONENT	100. STREET ADDRESS	100. CITY

Child Which Neither the Marine Father Nor the  
Mother Is/Has Been Married.

[illegible]

2-7

DEPENDENCY (SEE INSTRUCTIONS)		DATE OF ENTRY		6	
NAME (Last, First, Middle)		DATE OF BIRTH		DATE OF ENTRY	
21. DEPENDENT'S NAME		22. DATE OF BIRTH		23. DATE OF ENTRY	
24. DEPENDENT'S ADDRESS		25. DEPENDENT'S CITY		26. DEPENDENT'S STATE	
27. DEPENDENT'S ZIP CODE		28. DEPENDENT'S COUNTRY		29. DEPENDENT'S RACE	
30. DEPENDENT'S RELIGION		31. DEPENDENT'S OCCUPATION		32. DEPENDENT'S EDUCATION	
33. DEPENDENT'S MARITAL STATUS		34. DEPENDENT'S NUMBER OF CHILDREN		35. DEPENDENT'S SOCIAL SECURITY NUMBER	
36. DEPENDENT'S CURRENT ADDRESS		37. DEPENDENT'S CITY		38. DEPENDENT'S STATE	
39. DEPENDENT'S ZIP CODE		40. DEPENDENT'S COUNTRY		41. DEPENDENT'S RACE	
42. DEPENDENT'S RELIGION		43. DEPENDENT'S OCCUPATION		44. DEPENDENT'S EDUCATION	
45. DEPENDENT'S MARITAL STATUS		46. DEPENDENT'S NUMBER OF CHILDREN		47. DEPENDENT'S SOCIAL SECURITY NUMBER	
48. DEPENDENT'S CURRENT ADDRESS		49. DEPENDENT'S CITY		50. DEPENDENT'S STATE	
51. DEPENDENT'S ZIP CODE		52. DEPENDENT'S COUNTRY		53. DEPENDENT'S RACE	
54. DEPENDENT'S RELIGION		55. DEPENDENT'S OCCUPATION		56. DEPENDENT'S EDUCATION	
57. DEPENDENT'S MARITAL STATUS		58. DEPENDENT'S NUMBER OF CHILDREN		59. DEPENDENT'S SOCIAL SECURITY NUMBER	
60. DEPENDENT'S CURRENT ADDRESS		61. DEPENDENT'S CITY		62. DEPENDENT'S STATE	
63. DEPENDENT'S ZIP CODE		64. DEPENDENT'S COUNTRY		65. DEPENDENT'S RACE	
66. DEPENDENT'S RELIGION		67. DEPENDENT'S OCCUPATION		68. DEPENDENT'S EDUCATION	
69. DEPENDENT'S MARITAL STATUS		70. DEPENDENT'S NUMBER OF CHILDREN		71. DEPENDENT'S SOCIAL SECURITY NUMBER	
72. DEPENDENT'S CURRENT ADDRESS		73. DEPENDENT'S CITY		74. DEPENDENT'S STATE	
75. DEPENDENT'S ZIP CODE		76. DEPENDENT'S COUNTRY		77. DEPENDENT'S RACE	
78. DEPENDENT'S RELIGION		79. DEPENDENT'S OCCUPATION		80. DEPENDENT'S EDUCATION	
81. DEPENDENT'S MARITAL STATUS		82. DEPENDENT'S NUMBER OF CHILDREN		83. DEPENDENT'S SOCIAL SECURITY NUMBER	
84. DEPENDENT'S CURRENT ADDRESS		85. DEPENDENT'S CITY		86. DEPENDENT'S STATE	
87. DEPENDENT'S ZIP CODE		88. DEPENDENT'S COUNTRY		89. DEPENDENT'S RACE	
90. DEPENDENT'S RELIGION		91. DEPENDENT'S OCCUPATION		92. DEPENDENT'S EDUCATION	
93. DEPENDENT'S MARITAL STATUS		94. DEPENDENT'S NUMBER OF CHILDREN		95. DEPENDENT'S SOCIAL SECURITY NUMBER	
96. DEPENDENT'S CURRENT ADDRESS		97. DEPENDENT'S CITY		98. DEPENDENT'S STATE	
99. DEPENDENT'S ZIP CODE		100. DEPENDENT'S COUNTRY		101. DEPENDENT'S RACE	
102. DEPENDENT'S RELIGION		103. DEPENDENT'S OCCUPATION		104. DEPENDENT'S EDUCATION	
105. DEPENDENT'S MARITAL STATUS		106. DEPENDENT'S NUMBER OF CHILDREN		107. DEPENDENT'S SOCIAL SECURITY NUMBER	
108. DEPENDENT'S CURRENT ADDRESS		109. DEPENDENT'S CITY		110. DEPENDENT'S STATE	
111. DEPENDENT'S ZIP CODE		112. DEPENDENT'S COUNTRY		113. DEPENDENT'S RACE	
114. DEPENDENT'S RELIGION		115. DEPENDENT'S OCCUPATION		116. DEPENDENT'S EDUCATION	
117. DEPENDENT'S MARITAL STATUS		118. DEPENDENT'S NUMBER OF CHILDREN		119. DEPENDENT'S SOCIAL SECURITY NUMBER	
120. DEPENDENT'S CURRENT ADDRESS		121. DEPENDENT'S CITY		122. DEPENDENT'S STATE	
123. DEPENDENT'S ZIP CODE		124. DEPENDENT'S COUNTRY		125. DEPENDENT'S RACE	
126. DEPENDENT'S RELIGION		127. DEPENDENT'S OCCUPATION		128. DEPENDENT'S EDUCATION	
129. DEPENDENT'S MARITAL STATUS		130. DEPENDENT'S NUMBER OF CHILDREN		131. DEPENDENT'S SOCIAL SECURITY NUMBER	
132. DEPENDENT'S CURRENT ADDRESS		133. DEPENDENT'S CITY		134. DEPENDENT'S STATE	
135. DEPENDENT'S ZIP CODE		136. DEPENDENT'S COUNTRY		137. DEPENDENT'S RACE	
138. DEPENDENT'S RELIGION		139. DEPENDENT'S OCCUPATION		140. DEPENDENT'S EDUCATION	
141. DEPENDENT'S MARITAL STATUS		142. DEPENDENT'S NUMBER OF CHILDREN		143. DEPENDENT'S SOCIAL SECURITY NUMBER	
144. DEPENDENT'S CURRENT ADDRESS		145. DEPENDENT'S CITY		146. DEPENDENT'S STATE	
147. DEPENDENT'S ZIP CODE		148. DEPENDENT'S COUNTRY		149. DEPENDENT'S RACE	
150. DEPENDENT'S RELIGION		151. DEPENDENT'S OCCUPATION		152. DEPENDENT'S EDUCATION	
153. DEPENDENT'S MARITAL STATUS		154. DEPENDENT'S NUMBER OF CHILDREN		155. DEPENDENT'S SOCIAL SECURITY NUMBER	
156. DEPENDENT'S CURRENT ADDRESS		157. DEPENDENT'S CITY		158. DEPENDENT'S STATE	
159. DEPENDENT'S ZIP CODE		160. DEPENDENT'S COUNTRY		161. DEPENDENT'S RACE	
162. DEPENDENT'S RELIGION		163. DEPENDENT'S OCCUPATION		164. DEPENDENT'S EDUCATION	
165. DEPENDENT'S MARITAL STATUS		166. DEPENDENT'S NUMBER OF CHILDREN		167. DEPENDENT'S SOCIAL SECURITY NUMBER	
168. DEPENDENT'S CURRENT ADDRESS		169. DEPENDENT'S CITY		170. DEPENDENT'S STATE	
171. DEPENDENT'S ZIP CODE		172. DEPENDENT'S COUNTRY		173. DEPENDENT'S RACE	
174. DEPENDENT'S RELIGION		175. DEPENDENT'S OCCUPATION		176. DEPENDENT'S EDUCATION	
177. DEPENDENT'S MARITAL STATUS		178. DEPENDENT'S NUMBER OF CHILDREN		179. DEPENDENT'S SOCIAL SECURITY NUMBER	
180. DEPENDENT'S CURRENT ADDRESS		181. DEPENDENT'S CITY		182. DEPENDENT'S STATE	
183. DEPENDENT'S ZIP CODE		184. DEPENDENT'S COUNTRY		185. DEPENDENT'S RACE	
186. DEPENDENT'S RELIGION		187. DEPENDENT'S OCCUPATION		188. DEPENDENT'S EDUCATION	
189. DEPENDENT'S MARITAL STATUS		190. DEPENDENT'S NUMBER OF CHILDREN		191. DEPENDENT'S SOCIAL SECURITY NUMBER	
192. DEPENDENT'S CURRENT ADDRESS		193. DEPENDENT'S CITY		194. DEPENDENT'S STATE	
195. DEPENDENT'S ZIP CODE		196. DEPENDENT'S COUNTRY		197. DEPENDENT'S RACE	
198. DEPENDENT'S RELIGION		199. DEPENDENT'S OCCUPATION		200. DEPENDENT'S EDUCATION	

Requesting Dependency for an Illegitimate Child who was Born Prior to the Marine's Entry into Military Service. (See Change 1.)



TABLE ATTACHED FOR QUARTERS (B601)  
FOR MARINERS WITH DEPENDENTS

EXPENSES AND DEDUCTIONS		TOTAL FOR THE QUARTER	
DATE	DESCRIPTION	AMOUNT	DATE
10/1/73	RENT	100.00	10/1/73
10/1/73	UTILITIES	50.00	10/1/73
10/1/73	FOOD	150.00	10/1/73
10/1/73	TRANSPORTATION	20.00	10/1/73
10/1/73	ENTERTAINMENT	10.00	10/1/73
10/1/73	OTHER	0.00	10/1/73
TOTAL		330.00	10/1/73

  

DEPENDENTS		TOTAL FOR THE QUARTER	
NAME	AGE	AMOUNT	DATE
John Smith	10	100.00	10/1/73
Jane Smith	8	80.00	10/1/73
Robert Smith	6	60.00	10/1/73
TOTAL		240.00	10/1/73

  

DEDUCTIONS		TOTAL FOR THE QUARTER	
DATE	DESCRIPTION	AMOUNT	DATE
10/1/73	RENT	100.00	10/1/73
10/1/73	UTILITIES	50.00	10/1/73
10/1/73	FOOD	150.00	10/1/73
10/1/73	TRANSPORTATION	20.00	10/1/73
10/1/73	ENTERTAINMENT	10.00	10/1/73
10/1/73	OTHER	0.00	10/1/73
TOTAL		330.00	10/1/73

Children and Each has a Different Mother/  
Custodian.

**BASIC REQUIREMENTS FOR DEPENDENTS (BPD)**  
**FOR MARINES WITH DEPENDENTS**

<b>DEPENDENT INFORMATION</b> Name (Last, First, Middle): _____ Social Security Number: _____ Date of Birth: ____/____/____ Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female		<b>RELATIONSHIP</b> Select one: <input type="checkbox"/> Spouse <input type="checkbox"/> Child <input type="checkbox"/> Other
<b>DEPENDENT STATUS</b> Is the dependent a U.S. citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, what is the country of birth? _____		
<b>DEPENDENT ADDRESS</b> Street: _____ City: _____ State: _____ Zip: _____		
<b>DEPENDENT EMPLOYMENT</b> Is the dependent employed? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, employer name: _____		
<b>DEPENDENT EDUCATION</b> Highest grade completed: _____ School name: _____		
<b>DEPENDENT INCOME</b> Annual income: \$ _____ Source of income: _____		
<b>DEPENDENT RESIDENCE</b> Current residence: _____ Permanent residence: _____		
<b>DEPENDENT CONTACT INFORMATION</b> Phone: _____ Email: _____		
<b>DEPENDENT SIGNATURE</b> Signature: _____ Date: ____/____/____		

Illegitimate Child Born or Conceived by a Woman  
 Who is Married to Someone Other Than the Marine.

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

CHAPTER 3

PARENTS

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BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

CHAPTER 3

PARENTS

>3000. GENERAL INFORMATION. The Commandant of the Marine Corps (MHP-20) will approve or disapprove a dependency application, NAVMC Form 10922, involving parents, stepparents, parents by adoption, or persons who stood in "loco parentis" for 5 continuous years prior to the Marine attaining 21 years of age.

3001. SUPPORT FOR PARENTS. As a general rule, there is no legal requirement for Marines to support their parents, although it is within the Marine's discretion to do so. No provision exists for the payment of BAQ in behalf of a parent unless the Marine requests it, and it is approved by competent authority.

>3002. REQUIRED PREREQUISITES. The Commandant of the Marine Corps (MHP-20) will determine if the Marine's parents meet the prerequisites required for approval of dependency. The commanding officer is responsible for ensuring that the Marine's application is submitted with a Parent's Dependency Affidavit (NAVMC Form 11165) (figure 3-1 which may be obtained from the Marine Corps supply system in packages of 100, stock number 0000-00-006-9400), completed by the parent per the instructions in figure 3-2. Those persons who stood in Loco Parentis must complete a Loco Parentis Affidavit Form (figure 3-3 which may be reproduced locally). Approval will normally be granted if:

1. The parent was dependent on the Marine for principal support prior to the Marine's entry on active duty, or
2. If the parent was not dependent upon the Marine prior to the Marine's entry on active duty, a change of circumstances (i.e., loss of job, death of the supporting spouse, etc.) must have occurred whereby the parent has become dependent on the Marine as the principal means of support. The Marine is expected to apply for BAQ within 1 year from this change in circumstances. If the Marine files an application for BAQ for the parent more than 1 year from the parent's change in circumstances, the application will be considered only from the date of the application, and
3. The parent's income from sources other than the Marine is less than one-half of the parent's expenses, and
4. The support provided by the Marine is more than one-half of the parent's expenses.

3003. DEPENDENCY FACTORS. When applying for BAQ for dependent parents, the Marine should be aware of the following:

1. Unliquidated capital assets are not considered income and parents are not required to deplete these assets as a condition of establishing dependency; however, proceeds derived from the assets (i.e., rent of property, operation of a business, dividends from stocks or bonds, etc.) are considered to be income.
2. Social security, unemployment compensation and pensions are considered as income.
3. A parent's residence in a charitable institution does not necessarily prevent the Marine from receiving BAQ provided other conditions are met.
4. Contributions from welfare or other charitable organizations are not considered as income.
5. A custodian or legal guardian may complete a parent's affidavit form for a mentally incompetent parent.
6. If a parent dies before completing a parent's dependency affidavit, payment of BAQ may not be made on behalf of such parent.

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

>3004. PARENTS-IN-LAW. Parents-in-law are not eligible dependents for BAQ purposes; however, they may be eligible for a Uniformed Services Identification and Privilege Card per the current edition of MCO P5512.11. A Marine desiring to sponsor a parent-in-law for a Uniformed Services Identification and Privilege Card must submit a Parent's Dependency Affidavit (NAVMC Form 11165) completed by the parent-in-law to the Commandant of the Marine Corps (MHP-30).

3005. ANNUAL REVIEW FOR DEPENDENCY OF PARENTS. The Commandant of the Marine Corps (MHP-20) will annually correspond directly with the parent(s) of the Marine who has been authorized BAQ for the past year. This annual review requires the parent to complete another Parent's Dependency Affidavit Form, have it notarized, and returned to the Commandant of the Marine Corps (MHP-20). If upon review it is discovered that the Marine is not providing support in an amount greater than one-half the parent's expenses or that the income of the parent from sources other than the Marine is greater than one-half of the parent's expenses, BAQ for the parent will be terminated. If the parent fails to furnish the affidavit within a 30-day period, BAQ for the parent will be terminated. The Marine will be provided an information copy of the annual recertification letter to the parent.

3006. CHECKLIST FOR SUBMITTING DEPENDENCY APPLICATIONS (NAVMC FORM 10922). Figure 3-4 is a checklist for the type of dependency applications covered in this chapter. It will be used by those responsible for the preparation and review of applications prior to forwarding them to the Commandant of the Marine Corps (MHP-20). Those responsible for the delivery of recruits to the Marine Corps recruit depots will also use the checklist to ensure recruits who have dependent parents have all the required documentation with them when reporting to recruit training.

3007. SAMPLE FORMAT FOR SUBMITTING A DEPENDENCY APPLICATIONS (NAVMC 10922) FOR PARENTS. Figure 3-5 is a sample to be used as an additional guide in the preparation of applications for parents.

BEFORE COMPLETING FORM, READ PRIVACY ACT STATEMENT BOTTOM PAGE 4.		DEPARTMENT OF DEFENSE <b>PARENT'S DEPENDENCY AFFIDAVIT</b>		Form approved Office of Management and Budget No. 0704-0185	
<b>NOTE:</b> Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements, representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than five years, or both. (50 USC 101)					
INFORMATION RELATIVE TO SERVICE MEMBER					
SSN		SERVICE MEMBER'S LAST NAME - FIRST NAME - MIDDLE INITIAL			
1 MILITARY ADDRESS (TO BE COMPLETED BY THE PARENTS)					
If you are not dependent upon the service member, do not complete this affidavit but write in block 19, "I am not dependent upon the service member", sign your name and return affidavit.					
INFORMATION RELATIVE TO MY/OUR DEPENDENCY UPON SERVICE MEMBER					
A		NAME OF SERVICE MEMBER'S MOTHER (STEPMOTHER OR PERSON ACTING IN PLACE OF PARENT)		ADDRESS (Give street address or rural route and box No., city, state, and zip code)	
2		SOCIAL SECURITY NO		DATE OF BIRTH	
B		NAME OF SERVICE MEMBER'S FATHER (STEPFATHER OR PERSON ACTING IN PLACE OF PARENT)		ADDRESS (Give street address or rural route and box No., city, state, and zip code)	
3		SOCIAL SECURITY NO		DATE OF BIRTH	
3		<input type="checkbox"/> MARRIED <input type="checkbox"/> SINGLE <input type="checkbox"/> WIDOWED <input type="checkbox"/> DIVORCED <input type="checkbox"/> LIVING APART UNDER A LEGAL SEPARATION <input type="checkbox"/> LIVING APART BY REASON OF EMPLOYMENT, HEALTH OR OTHER REASONS (Explain fully in Block 19)		IF YOUR HUSBAND OR WIFE IS DECEASED OR IS SEPARATED FROM YOU STATE DATE OF DEATH, DIVORCE OR SEPARATION	
4		DID YOU FILE FEDERAL INCOME TAX RETURN FOR PAST YEAR? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES SHOW WHERE FILED (City and state)		AMOUNT OF GROSS INCOME REPORTED JOINT RETURN INDIVIDUAL RETURN FATHER MOTHER	
A		PRESENT OCCUPATION OR BUSINESS OF SERVICE MEMBER'S FATHER (STEPFATHER OR PERSON ACTING IN PLACE OF PARENT)		NAME AND ADDRESS OF EMPLOYER (If unemployed, state reason and date unemployment began)	
B		PRESENT OCCUPATION OR BUSINESS OF SERVICE MEMBER'S MOTHER (STEPMOTHER OR PERSON ACTING IN PLACE OF PARENT)		NAME AND ADDRESS OF EMPLOYER (If unemployed, state reason and date unemployment began)	
C IF UNEMPLOYED DATE EMPLOYMENT IS EXPECTED TO BE RESUMED <input type="checkbox"/> FATHER <input type="checkbox"/> MOTHER					
MY/OUR CHILDREN (Including Child Shown in Item 1, Adopted and Stepchildren, NOW SERVING IN THE ARMED SERVICES OF THE UNITED STATES)					
LAST NAME - FIRST NAME - MIDDLE NAME		SERVICE NO AND SSAN		MARRIED OR SINGLE	MONTHLY CONTRIBUTION TO ME/US
				BRANCH OF SERVICE	GRADE RATING RANK



[illegible]



# INSTRUCTIONS FOR COMPLETION OF PARENT'S DEPENDENCY AFFIDAVIT

Please use the below instructions in completing the Parent's Dependency Affidavit. Failure to properly complete the affidavit may result in disapproval of the dependency request.

- BLOCK 1 -- This block pertains to the servicemember claiming you as a dependent. Fill in the member's social security number in the block marked "SSN." If the member is retired, use the member's home address in lieu of this military address.
- BLOCK 2 -- This block pertains to the person being claimed as a dependent. If your spouse is deceased, write "DECEASED" in the "ADDRESS" portion of block 2A or 2B as appropriate.
- BLOCK 3 -- The marital relationship between yourself and your spouse. If your spouse is deceased, divorced or separated, please indicate the complete date the death, divorce or separation took place.
- BLOCK 4 -- Federal Income Tax information for the year prior to the submission of this affidavit. If you did not file a tax return, place an "X" in the box marked "NO" and move to block 5. If you did file a tax return, please include the city and state where filed and list the amount of GROSS INCOME REPORTED under either JOINT RETURNS or INDIVIDUAL RETURN as appropriate.
- BLOCK 5 -- If you and/or your spouse are employed, include information requested. If not, write the word "NONE." If not expected to be employed in the future, please explain, such as incapacitated, etc.
- BLOCK 6 -- List all children currently serving in the Armed Forces of the United States and their social security numbers. Include the servicemember claiming you as a dependent. Include all income provided by all your children who are servicemembers for your support on a monthly basis. If they are not providing any income for your support, write the word "NONE" in the box marked "MONTHLY CONTRIBUTIONS TO ME/US."
- BLOCK 7 -- List all other children not previously listed and their monthly contributions to your support. If they are not contributing to your support, write the word "NONE" in the block marked "MONTHLY CONTRIBUTIONS TO ME/US" for each child.
- BLOCK 8 -- If you are not residing with the servicemember claiming you as a dependent, please provide the requested information with regard to the person with whom you are currently residing. If you are paying room and board, list the amount you pay on a monthly basis. If you reside with the servicemember, provide servicemember's address.
- BLOCK 9 -- If you maintain your household, list the names, ages, relationships and room and board payments made to you for each person residing with you in your household.
- BLOCK 10-- List all your and your spouse's personal property and/or business equipment, vehicles (to include personal automobiles), cash (to include that in bank accounts), stocks and bonds, etc. Do not include furniture or household equipment.
- BLOCK 11-- Include any and all debts owed by you and your spouse.
- BLOCK 12-- List all income received as indicated. If no income is received from a listed source, write the word "NONE" next to each applicable source. If you receive income from social security and the Veterans Administration, please indicate how

Figure 3-2.--Sample Format of Instructions for Completion of Parent's Dependency Affidavit.



BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

much you receive and how much your children receive in the appropriate blocks.

Also with regard to social security, please attach the letter, or letters from the Social Security Administration which advised you of the amount, or amounts, you were awarded by that agency. If the letter, or letters, are not available, please indicate in block 19 of the affidavit the color of the social security checks you receive (checks should be either gold or green in color). You may possibly receive one of each color.

BLOCK 13A--Complete this block only if you maintain your own household. If you reside with the servicemember, disregard this block and have the servicemember attach a list of the servicemember's total monthly household expenses and the names and ages of each person living in the servicemember's household. This is absolutely necessary in order to determine your share of the servicemember's household expenses. Do not attempt to determine your own share of the servicemember's household expenses as the percentages allotted to the different members of the household are based ages, etc.

BLOCK 13B--These are your own personal expenses. If the servicemember pays any or all of these expenses, they should still be listed as your expenses. The amount the member pays for your expenses should be included in block 15 as part of the servicemember's contributions to you. If you are currently receiving medical care from the Government or military, include an estimate of what this medical care would cost if you had to receive it from civilian sources. List all expenses, whether it is appropriate or not. If you need additional room, use block 19 or attach a supplemental page.

BLOCK 14 --List all business expenses. Business income is listed in block 12.

BLOCK 15 --List all contributions provided for your support over the past 12 months by the servicemember claiming you as a dependent. Include allotments from the servicemember's pay and cash contributions.

BLOCK 16 --Any recent changes of circumstances which now make you dependent on the servicemember; e.g., illness, death of spouse, accident, surgery, etc. Include the nature of the changes of circumstances, the date of the changes and whether the changes are temporary or permanent.

BLOCK 17 --If additional expenses are being incurred in your farm or business due to the absence of the servicemember, so indicate.

BLOCK 18 --If your total income (total of blocks, 6, 7, 9 and 12) is less than your total expenses (blocks 13 and 14) explain how the additional expenses are being met or if they are not being met.

BLOCK 19 --Any additional remarks you feel are appropriate. If sufficient room was not available in previous blocks, use this block but please indicate that the information is a continuation from a previous block. Additional supplementary sheets may be attached as necessary.

\*BLOCK 20 --Sign the completed affidavit and any supplementary sheets in the presence of a Notary Public and attach it to the Marine's dependency application.

Figure 3-2.--Sample Format of Instructions for Completion of Parent's Dependency Affidavit--Continued.

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

LOCO PARENTIS AFFIDAVIT

Because you are not the natural parent of the Marine, it is necessary for you to answer the questions listed below in addition to those questions in the parent dependency affidavit:

I, \_\_\_\_\_ do hereby swear (affirm) that:

1. On or about the \_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_, \_\_\_\_\_ (name of Marine) came to live in my home and continued to live with me until \_\_\_\_\_.

2. My relationship to the Marine is \_\_\_\_\_.

3. During the period of time specified in paragraph 1, the Marine was/was not (circle one) under my parental control.

4. The circumstances under which the Marine became a member of my household under my custody are as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. The parents of the Marine are/are not (circle one) living. If living, state the extent to which they have maintained control over and responsibility for the Marine, including support contributions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. The name and address of the Marine's natural parents, if living:

7. I am/am not (circle one) the legally appointed guardian of the Marine. If you are the legally appointed guardian of the Marine, submit a certified copy of the court order of adoption or guardianship.

8. Use this space and back of page for any additional information you may wish to submit.

\_\_\_\_\_  
(date) (signature)

>Figure 3-3.--Loco Parentis Affidavit

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

<p>_____ Has the Marine been counseled concerning the prerequisites that must be met before a parent or person who stood in loco parentis (person(s) who acted in place of Marine's parent(s) for 5 continuous years while the Marine was under 21 years of age and prior to the Marine's entry on active duty) can be determined an eligible dependent for BAQ purposes?</p> <p>_____ Has the Marine's parent(s) completed the Parent's Dependency Affidavit Form (NAVMC Form 11165) (figure 3-1) and has the person(s) who stood in Loco Parentis also completed a Loco Parentis Affidavit (figure 3-3)?</p> <p>_____ Has the completed and notarized NAVMC Form 11165 (figure 3-1) been attached to the application? Has the completed Loco Parentis Affidavit (figure 3-3) been attached to the application?</p> <p>_____ Have dependent identification cards been issued? If so, recover them. (Parents are not entitled to ID cards until the BAQ is approved by the Commandant of the Marine Corps (MHP-20)).</p> <p>_____ Has the Marine signed the application?</p> <p>_____ Have all the attached documents been mentioned in the certification section of the dependency application?</p> <p>_____ Has the attesting officer viewed all the attached documents and signed the Dependency Application?</p> <p>_____ Has the commanding officer signed the application and checked the appropriate box for the Commandant of the Marine Corps determination?</p>	
---	--

>Figure 3-4.--Checklist for Submitting Dependency Applications (NAVMC Form 10922) for Parents.

Form 10922) Submitted for Mother Claimed as  
a Dependent.

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

>CHAPTER 4

OFFICERS

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FIGURE

4-1	CHECKLIST FOR SUBMISSION OF DEPENDENCY APPLICATIONS (NAVMC 10922) FOR OFFICERS . . . . .	4-5
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BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

>CHAPTER 4

OFFICERS

4000. GENERAL INFORMATION. Officers may certify their entitlement to BAQ by signing the dependency application (NAVMC Form 10922) as both the claimant and attesting officer. Officers are only required to submit supporting documents in substantiation of their entitlement when claiming dependent parents or unmarried children who are 21 years of age and older certified incapacitated by competent officials. The commanding officer may approve all applications for BAQ entitlement for officers except for dependent parents and unmarried children who are 21 years of age and older certified incapacitated by competent officials. Doubtful claims should be forwarded to the Commandant of the Marine Corps (MHP-20) for determination. Appropriate diary action will be accomplished by the Commandant of the Marine Corps (MHP-20) on those dependents not authorized for input into JUMPS/MMS and REMMPS at the command level.

4001. DEPENDENT PARENTS. The officer will submit a completed NAVMC Form 10922 with an attached NAVMC Form 11165 per chapter 3 of this Manual.

4002. ANNUAL REVIEW FOR DEPENDENCY OF PARENTS. The dependency of the officer's parent(s) will be reviewed annually by the Commandant of the Marine Corps (MHP-20) per chapter 3 of this Manual.

4003. PARENTS-IN-LAW. Parents-in-law are not eligible dependents for BAQ nor travel and transportation allowance purposes; however, they may be eligible for a Uniformed Services Identification and Privilege Card per the current edition of MCO P5512.11. Officers desiring to sponsor a parent-in-law for a Uniformed Services Identification Card must submit a Parent's Dependency Affidavit (NAVMC Form 11165), completed by the parent-in-law, to the Commandant of the Marine Corps (MHP-30).

4004. ILLEGITIMATE CHILD(REN). The officer will add to the certification section on the NAVMC Form 10922 the following statement, "I hereby acknowledge parentage of (NAME OF CHILD) and certify that I am providing support per paragraph 30328 of the DODPM to qualify (NAME OF CHILD) as the basis for my entitlement to BAQ."

4005. ANNUAL REVIEW FOR DEPENDENCY OF ILLEGITIMATE CHILD(REN). The dependency of the officer's illegitimate child(ren) will be reviewed by the Commandant of the Marine Corps (MHP-20) by letter to the officer's commanding officer requesting reply by endorsement from the officer. The endorsement must contain the following statement signed by the officer: "I hereby certify that I am providing support per the reference to qualify (NAME OF CHILD) as the basis for my entitlement to BAQ from (DATE)."

4006. UNITED STATES DIVORCES. Because of the recent changes in the divorce laws of the United States Territory of Guam and because of the doubtful validity of their "mail order" divorces, a dependency application involving Guamanian divorce of either party will be processed in the same manner as foreign divorces described below.

4007. FOREIGN DIVORCE. Applications from officers involving a foreign nation divorce where neither party to the divorce was domiciled in that foreign nation at the time the divorce action commenced, require the attainment of a determination of validity by a U.S. court for either the foreign nation divorce or the subsequent marriage. The following statement must then be made in the certification section of the NAVMC Form 10922: "I certify that validation of this marriage occurred at (NAME, COURT AND LOCATION) on (DATE) for the basis for my entitlement to BAQ as claimed and a copy of the validation papers are attached." Such validations may be extremely complicated; to ensure proper entitlements the validation order itself may have to be examined. If one of the parties to a foreign nation divorce was domiciled in the foreign nation at the time the divorce action commenced, the court validation requirement is not necessary; however, in the certification section of the

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

application the officer must state the party who was domiciled in the foreign country when the divorce action commenced. In this case, "I certify that (FULL NAME OF PARTY DOMICILED IN THE FOREIGN NATION) was living at (COMPLETE ADDRESS) at the time of the foreign divorce, and had been living at that address since \_\_\_\_\_. " should be placed in the certification section. Such additional information is required to determine the validity of a foreign divorce. It is suggested that commanding officers request competent legal review of any BAQ application involving a foreign nation divorce prior to submission to the Commandant of the Marine Corps (MHP-20) for determination.

4008. SUBMISSION AND FORWARDING OF DEPENDENCY APPLICATION (NAVMC FORM 10922). Applications from officers will be submitted to the Commandant of the Marine Corps (MHP-20) on each occasion a dependent is acquired or lost. A copy of the application should be retained in the officers qualification record pending the return of the approved or disapproved copy by the Commandant of the Marine Corps (MHP-20). In those cases where the commanding officer has the authority to approve the BAQ application (excluding changes in number of dependents that require the Commandant of the Marine Corps (MHP-20) input into JUMPS/MMS and REMMPS when the additions/deletions are adopted or stepchildren), a copy of the completed application will be forwarded directly to the Commandant of the Marine Corps (MMRB-20) for insertion in the officer's record. In addition, the original of the latest approved or disapproved application should be retained in the officers qualification record. Requests for copy(ies) of previously submitted dependency applications should be submitted to the Commandant of the Marine Corps (MMRB-10).

4009. CHECKLIST FOR SUBMITTING DEPENDENCY APPLICATIONS (NAVMC FORM 10922) FOR OFFICERS. Figure 4-1 is provided as an aid for commanders and the officer in submitting the application. Any application submitted to the Commandant of the Marine Corps (MHP-20) for approval must have all supporting documents certified and attached.

NOTE: Sample figures provided in chapters 1 through 3 are applicable.



BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

_____	Is the Dependency Application (NAVMC Form 10922) prepared for approval by the commanding officer or Commandant of the Marine Corps (MHP-20)?	
_____	Has the officer signed the application both as the claimant and the attesting officer?	
_____	Is the statement required in paragraph 4004 of this manual for illegitimate children contained in the certification section of the dependency application?	
_____	Is the statement required by paragraph 4007 involving a foreign nation divorce by either the officer or the spouse contained in the certification section of the dependency application?	
_____	Are required documents attached on all applications which require the Commandant of the Marine Corps (MHP-20) approval?	
_____	Is the parents' completed and notarized NAVMC Form 11165 (figure 3-1) attached to the application? Has the fact that it has been cited been listed in the certification section of the application?	
_____	Is the proper block marked in the approving authority section of the application?	
_____	Has the diary action been accomplished and indicated in the diary section of the application?	

Figure 4-1.--Checklist for Submission of Dependency Applications (NAVMC Form 10922) for Officers.

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

CHAPTER 5

BAQ FOR DEPENDENTS OF  
MARINES IN A NONPAY STATUS

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FIGURE

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BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

CHAPTER 5

BAQ FOR DEPENDENTS OF  
MARINES IN A NONPAY STATUS

5000. GENERAL INFORMATION. A dependent of a Marine who is not residing in Government quarters and is living in a household maintained by the Marine for which the Marine is receiving BAQ, may request to be paid BAQ directly if any of the below conditions exist for more than 29 days:

1. Marine has entered an unauthorized absence status.
2. Marine is in the hands of civil authorities (IHCA).
3. Marine is in pretrial confinement in a foreign country.

>NOTE: This benefit is only authorized for Marines in pay grades E-1 through E-4 (4 years or less service) and only for a period not to exceed 2 months from the first day of absence. Exceptions to this policy will be considered for any enlisted Marine in pretrial confinement in a foreign country and should be requested from the Commandant of the Marine Corps (MHP-20) on a case-by-case basis when extreme financial hardship for the dependent exists.

5001. ADMINISTRATIVE INSTRUCTIONS

1. After a month's absence the commanding officer is responsible for notifying the adult next of kin dependent by letter of their right to make application for BAQ during the Marine's absence. See figure 5-1 for a sample letter. Figure 5-2 or 5-3 (these forms may be locally reproduced), as applicable, should be enclosed with the letter for completion and returned to the Marine's commanding officer.

2. If the dependent's application for BAQ is not received within 90 days after the date the absence commenced, no payment is made. If the command failed to notify the proper dependent in a timely manner of the right to apply for BAQ and that failure resulted in the late receipt of the application after the 90-day stipulation, the Marine's commanding officer will request the Commandant of the Marine Corps (MHP-20) to waive the 90-day limitation. The request must contain information concerning the reason for the delay and the date the dependent was actually notified.

3. A request to the Commandant of the Marine Corps (MHP-20) for BAQ in excess of 60 days must include the appropriate documentation shown in figure 5-2 or figure 5-3; a notarized statement made and signed by the dependent itemizing the income from all sources; and an itemized list of monthly expenses. Payment of BAQ in excess of 60 days is only authorized for Marines in pretrial confinement in a foreign country. Once a determination is made the Commandant of the Marine Corps (MHP-20) will notify the Marine's commanding officer of the approval or disapproval of the request. The commanding officer will in turn notify the dependent of the decision. If the dependent is residing in Government quarters no payment is authorized.

4. After the completed form shown in figure 5-2 is received by the commanding officer, the disbursing officer will be notified. Commands not located in the same geographical location as the disbursing officer are authorized to submit all pertinent information to the disbursing officer by message. Figure 5-4 is a sample message format to be utilized for this purpose.

5002. MARINE IN PRETRIAL CONFINEMENT IN A FOREIGN COUNTRY. Payments of BAQ for a Marine in pretrial confinement in a foreign country can be authorized by the commanding officer for enlisted members in the grades of private through corporal (corporals must have 4 years or less service). A Marine in the grade of corporal (4 years or more service) and above must have the Commandant of the Marine Corps (MHP-20), approval for payment. These payments are not to exceed 2 months without the Commandant of the Marine Corps (MHP-20) approval.



BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

5003. PAYMENT. Payment will be accomplished by the commanding officer's submission of a NAVMC Form 11107 to the disbursing officer. See figure 5-5.

5-4

Unit Heading

1751  
MHP-20  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear \_\_\_\_\_:

I regret that your (RELATIONSHIP), (GRADE, NAME,) USMC is still (absent without leave from this organization; in pretrial confinement in a foreign country; in the hands of civil authorities). Public Law authorizes the payment of basic allowance for quarters directly to the adult next of kin. Under certain circumstances you may be entitled to this allowance which is not to exceed 2 months.

Enclosed is an application for (NAME OF SNM) basic allowance for quarters. Please complete this enclosure, have it notarized and returned to me in the enclosed envelope no later than (60 days). If approved, payment will be made directly to you.

I regret that you must suffer the hardships associated with your (RELATIONSHIP'S) situation. If I may be of further assistance to you, please do not hesitate to contact me at the address above.

\* If your spouse's pretrial confinement should exceed 60 days and you are suffering a financial hardship, you may submit an additional request for BAQ.

Sincerely,

JOE J. MARINE  
Major, U.S. Marine Corps  
Commanding

Encl:  
(1)  
(2)

\*Use only if applicable

Figure 5-1.--Sample Format to be Used to Notify Adult Dependent of the Right to be Paid BAQ.

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

Application for BAQ Pursuant to  
Public Law 93-64 and DODPM par. 30251

Part A Completed by Command

\_\_\_\_\_  
(DATE)

Marine's Name \_\_\_\_\_  
(LAST) (FIRST) (M) (SSN) (GRADE)

1. Nonpay Status ( ) UA ( ) IHCA ( ) Pretrial Confinement in a Foreign Country

2. Name of Dependent \_\_\_\_\_  
(LAST) (FIRST) (M) (RELATIONSHIP)

\_\_\_\_\_  
(COMPLETE ADDRESS)  
\_\_\_\_\_

3. Date of Nonpay Status \_\_\_\_\_  
(DAY) (MONTH) (YEAR)

\_\_\_\_\_  
SIGNATURE OF COMMANDING OFFICER

-----

Part B to be Completed by Dependent

\_\_\_\_\_  
(DATE)

1. \_\_\_\_\_ It is requested that as a result of \_\_\_\_\_ status, I be paid BAQ.

2. \_\_\_\_\_ I certify that the Marine listed above is not residing with or has not joined me at my residence.

\_\_\_\_\_  
SIGNATURE OF DEPENDENT

-----

Notary

Subscribed and duly sworn to (or affirmed) before me according to law by the above-named affiant this \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_\_ at city (or town) of \_\_\_\_\_ county of \_\_\_\_\_ and state of \_\_\_\_\_.

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF NOTARY

Figure 5-2.--Sample Format of Application for BAQ, Member in a Nonpay Status.

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

Application for BAQ Pursuant to  
Public Law 93-64 and DODPM par. 30251

Part A Completed by Command

(DATE)

Marine's Name (LAST) (FIRST) (M) (SSN) (GRADE)

1. Nonpay Status  
( ) Pretrial Confinement in a Foreign Country

2. Name of Dependent (LAST) (FIRST) (M) (RELATIONSHIP)

(COMPLETE ADDRESS)

3. Date of Nonpay Status (DAY) (MONTH) (YEAR)

SIGNATURE OF COMMANDING  
OFFICER

-----

Part B to be Completed by Dependent

(DATE)

1. Request that I be provided BAQ in addition to the two months previously authorized because of financial hardship.

SIGNATURE OF DEPENDENT

2. I certify that the Marine listed above is not residing with or has not joined me at my residence.

SIGNATURE OF DEPENDENT

Figure 5-3.--Sample Format of BAQ Application for Member in a Nonpay Status in Pretrial Confinement in a Foreign Country. BAQ Previously Paid for a 2 Month Period.





BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

-----

Notary

Subscribed and duly sworn to (or affirmed) before me according  
to law by the above-named affiant this \_\_\_\_\_ day of \_\_\_\_\_ 19  
\_\_\_\_\_ at city (or town of \_\_\_\_\_ county of \_\_\_\_\_  
and state of \_\_\_\_\_.

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF NOTARY

Figure 5-3.--Sample Format of BAQ Application for Member in a  
Nonpay Status in Pretrial Confinement in a Foreign  
Country. BAQ Previously Paid for a 2 Month  
Period--Continued.

5-8

UNCLASSIFIED

01 MON YR RR

FROM YOUR COMMAND

TO MARFINCEN KANSAS CITY MO

INFO CMC WASHINGTON DC

UNCLAS //NO1751//

CMC//CODEXMHP-20/

SUBJ: REQUEST FOR PAYMENT OF BAQ TO DEPENDENT OF MARINE IN  
NONPAY STATUS; CASE OF CPL RONALD K. MARINE SSN/MOS USMC

A. MCO P1751.3E

B. DODPM PAR 30251

C. JFPM PAR 30216

1. ACTION REQUIRED BY REF A COMPLETED. IT HAS BEEN DETERMINED  
THAT SNM'S DEPENDENT IS AUTHORIZED TO RECEIVE PAYMENT OF BAQ  
WHILE SNM IN NONPAY STATUS.

2. CREDIT BAQ FOR PERIOD \_\_\_\_\_ TO \_\_\_\_\_. MARINE

(UA) (IHCA) (IN PRETRIAL CONFINEMENT IN FOREIGN COUNTRY) FOR  
MORE THAN 29 DAYS. ENTITLEMENT EXISTS PURSUANT TO REF B. THE  
PRIMARY DEPENDENT'S NAME AND MAILING ADDRESS IS \_\_\_\_\_.

3. REF C REFERS.

UNCLASSIFIED

Figure 5-4.--Sample Message Format Requesting Authorization for  
BAQ Payment to Dependents of a Marine in a Nonpay  
Status.

5-9

MISC. AND US MILITARY PAY, 1975  
 1975-01-01 REV. 16-82 (FPMR 201.104-10) 16-82 (101.104-10) 16-82 (101.104-10)

NAME	DATE	TIME	LOCATION	REMARKS
Walter Correll Wa	8/11/10	1:00 PM	Walter Correll Wa	
Walter Correll Wa	8/11/10	1:00 PM	Walter Correll Wa	
Walter Correll Wa	8/11/10	1:00 PM	Walter Correll Wa	

☐ I WANT TO DISCLOSE THROUGH YOUR ADVERTISING: ☐ I WANT TO ☐ ADJUST THE ABOVE-MENTIONED \$6 MILLION AS  
A GOOD AND HONEST TRANSACTION WITH A REASONABLE RETURN

[illegible]

2014年12月10日

U. S. DEPT. OF JUSTICE, BUREAU OF PRISONALS

BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

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MARINE CORPS RESERVISTS

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BASIC ALLOWANCE FOR QUARTERS (BAQ)  
FOR MARINES WITH DEPENDENTS

>CHAPTER 6

MARINE CORPS RESERVISTS

6000. SUBMISSION AND FORWARDING OF THE DEPENDENCY APPLICATION (NAVMC FORM 10922). On each occasion a dependent is acquired or lost, members of the Marine Corps Reserve will submit dependency applications under the same provisions and regulations as regular Marine Corps members; however, the date the allowance is claimed from will be left blank for the purpose of actual mobilization, entry on active duty, or for reenlistment in the regular Marine Corps.

6001. APPROVAL LEVEL OF THE APPLICATION

1. Commanding officers of separate companies, squadrons, detachments, etc., that are located apart from their parent commands are authorized to approve those applications authorized for command approval and forward them directly to the Commandant of the Marine Corps (MMRB-20) except as indicated in chapters 1 through 4 of this Manual.

2. Applications requiring the Commandant of the Marine Corps (MHP-20) approval or diary action are to be forwarded with the appropriate blocks marked in the approving authority section.

6002. ANNUAL RECERTIFICATION. Annual recertification for parents and illegitimate children will be done at the unit level at the time of the anniversary audit. If it is determined on annual recertification that the dependency of a parent, stepparent, parent by adoption, person in loco parentis or illegitimate child no longer exists, notify the Commandant of the Marine Corps (MHP-20) by submitting a dependency application and indicate in the certification section of the application the name and relationship of the dependent and the date and reason for the loss.

6004. CHECKLIST FOR SUBMITTING DEPENDENCY APPLICATIONS (NAVMC FORM 10922). The applicable checklists in chapters 1 through 4 should be used as appropriate.